

Seat No: \_\_\_\_\_

Enrollment No: \_\_\_\_\_

**PARUL UNIVERSITY**  
FACULTY OF IT & COMPUTER SCIENCE  
PARUL INSTITUTE OF COMPUTER APPLICATION  
BCA/IMCA 2019-20 Remedial Examination- Practical

Semester: 1

Subject Code: 05101101/05301101

Subject Name: Fundamentals of Computer & PC Software

Date: 19/09/2019

Time: 02:30 to 04:30

Total Marks: 20

Set - A

Q.1 Journal

[5] marks

Q.2 Definition

[15] marks

1. Formatting Paragraph in Word

The Fairy Tales we deserve

The Disney Stories that enchant us today are drawn from ancient, worldwide folk tradition. Some folklorists believe that "Cinderella" in its most basic form--neglected youngest child is tested, found worthy, rewarded with mate--dates back to the Old Stone Age.

Cinderella

Folk versions of "Cinderella" were related in hundreds of societies. In these stories, the "test" for the unfortunate child is different. Our familiar Cinderella is beautiful and has tiny feet. By contrast, the Japanese Cinderella gets her Prince by writing a prize-winning poem.

Other fairytales include :

- Little Red Riding Hood
- Three Little Pigs
- Beauty and the Beast

**Exercise:**

1. Save your work as "Fairytale" on my Desktop.
  2. Change the line spacing of the paragraphs to 1.5.
  3. Replace the word "beautiful" with magnificent.
  4. Apply a 6pt width page border to the document.
  5. Make your word document password protected.
2. Created the following worksheet and do as directed

**All India Drama Contest**

Year Tickets Sold Revenue

1997 20000 989,050

1999 26,123 1,645,890

2000 24,670 1,198,070

1. Insert a column 'Number of Teams' between columns 'Year' and 'Tickets sold' with values '32', '38', '39'.
2. Insert a row between row 3 and row 4 with values '1998', '37', '23,290', '1,200,490'.
3. Delete column 'Revenue'.
4. Rename the Sheet1 with name 'Format cells'.
5. Delete Sheet3.